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| **Leeds Grand Mosque** is an equal opportunities employer and ensures that no job applicant or employee receives  less favourable treatment on the grounds of sex, race, disability or any factors irrelevant to a person’s ability to do a job. |

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| **Leeds Grand Mosque** provides services to vulnerable adults and young children.  It is therefore essential that all Trustees pass a DBS check prior to appointment.  Failure to complete this form will result in your application being unsuccessful. |

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| **DBS CHECK CONSENT FORM** |
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| **Applicant Name** |
| |  | | --- | | I acknowledge that in order to process my application to be appointed to the Committee of LGM that an enhanced DBS check will be undertaken.  I confirm that in the event that my DBS certificate contains any police or other information I will produce the original DBS certificate to the LGM within 5 working days following my receipt of it, in order for the charity to proceed with my appointment. I acknowledge that if I fail to produce my original DBS certificate within this timeframe, the LGM may not proceed with my application.  I understand that if I commence work before I receive my DBS certificate and/or produce it to the charity that this will be on a conditional basis as set out in my conditional offer letter. If my DBS check is unsatisfactory to the LGM, I acknowledge that my appointment will not be confirmed or will not continue.  I confirm that I give my consent for the LGM to take a copy or image of my original DBS certificate and hold the copy/image for as long as is necessary to complete the recruitment process. At the end of this period I acknowledge that the charity will remove the copy from their records and destroy it.  I further acknowledge that the LGM may share the information contained on the DBS certificate with a third party for the purposes of seeking guidance on the recruitment decision, where appropriate.  The LGM confirms that it will comply with the DBS Code of Practice at all times. | |
| Signed |
| Print name |
| Date |
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| **Additional section to be completed by applicants who have a subscription to the DBS online update service:-** |
| |  | | --- | | By signing this section of the form you confirm that you are registered with the DBS update service and you give permission for the LGM to carry out a status check with the DBS online update service.  You confirm you will produce to the LGM your current DBS certificate and any further information required to carry out a DBS status check.  You acknowledge that the LGM may require a new DBS check to be obtained if the certificate you have presented is not at an appropriate level or for an equivalent role. A new check may also be required if the online status check indicates that your certificate is no longer current. | |
| Signed |
| Print Name |
| Date |

*Please note that all data will be held in the strictest confidence and in compliance with the Data Protection Act of 1998 and will only be used for the purpose of selection of trustees.*

*July 2015*